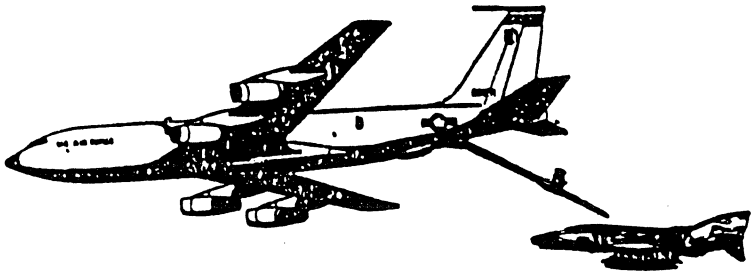
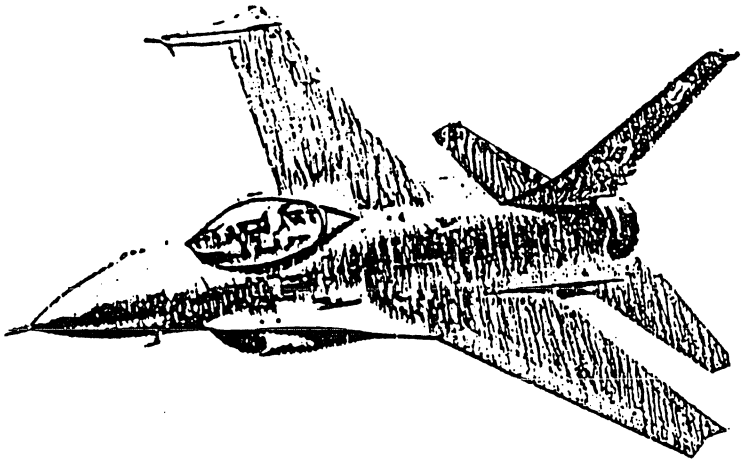
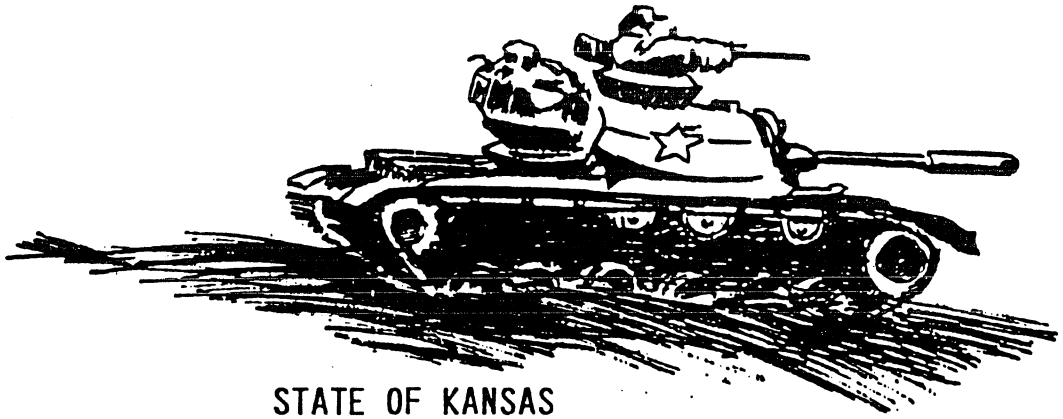
HAZARD DIFFERENTIAL PAY (HDP)
FOR
ARMY AND AIR TECHNICIANS
OF THE
KANSAS NATIONAL GUARD







STATE OF KANSAS
OFFICE OF THE ADJUTANT GENERAL
MILITARY DEPARTMENT
TOPEKA, KANSAS 66601-0300

State of Kansas, Military Division
The Adjutant General's Department
Topeka, Kansas 66601
15 September 1988

Adjutant General's Office
Technician Personnel Pamphlet
Number 550-9

HAZARD DIFFERENTIAL PAY (HDP) FOR ARMY AND AIR TECHNICIANS OF THE KANSAS NATIONAL GUARD

INDEX

This Pamphlet supersedes AGO TPP 550-9, dated 24 October 1974

HAZARD DIFFERENTIAL PAY (HDP)

SECTION 1 - GENERAL

1-1. Reference, FPM Supplement 990-2, Part 550, Subchapter S-9.

1-2. Kansas Army and Air National Guard technicians occupying General Schedule (GS) positions are authorized pay for irregular and intermittent duty involving physical hardship or hazard as indicated in Section 3 of this pamphlet, commonly called Hazard Differential Pay (HDP). If a differential is authorized for a particular category listed in Section 3 of this pamphlet, and the employee in fact is exposed to a situation under that category but the agency does not identify the situation under that category until a later date, the employee is entitled to the differential retroactive to the date the category was established.

1-3. Documentation for authorizing and substantiating entitlement to HDP will be in accordance with regulations referenced in Section 4 of this pamphlet.

1-4. Payment of a hazard pay differential shall be computed on the basis of the total number of hours a technician is in a pay status on the day on which hazardous duty is performed. Note: Hazard pay is computed on the basis of hours in a pay status. If, in an 8-hour day, the technician performs hazardous duty during the first duty hour and then is in a paid leave status for the remaining seven duty hours, his/her hazard pay will be computed on the basis of the eight hours. On the other hand, if the technician was in a non-paid leave status for the remaining seven duty hours, the hazard pay would be computed on the basis of one hour.

1-5. Air Commanders (ANG) and Activity/Facility Commanders (ARNG) will designate in writing the individuals that will act as authorizing officials for the purpose of certifying exposure for payment of HDP.

1-6. Hazard pay differential may be paid to employees (GS) who are assigned to and perform any irregular or intermittent duty specified in Section 3 of this pamphlet when that duty is not usually involved in carrying out the duties of the position. Hazard pay differential may not be paid an employee when the hazardous duty has been taken into account in the classification of their technician position.

1-7. Hazard pay differential shall not be paid to a volunteer, that is, an employee who undertakes to perform a hazardous duty on their own without proper authorization either expressed or implied.

1-8. An employee is exposed to a hazard while in a compensatory time status, is not entitled to hazard differential pay.

1-9. Local procedures should be developed for supervisors to:

a. Assign technicians to perform duties for which this additional pay is authorized.

b. Ensure that HDP is authorized only when the exposure warranting it is necessary and actually takes place.

1-10. Each supervisor and authorizing official shall have as their objective the elimination or reduction to the lowest level possible of all hazards and working conditions of an unusual nature. The existence of hazard differentials is not intended to condone work practices which circumvent Federal and State safety laws, rules and regulations.

1-11. It is recognized that identification of hazards, or working conditions, of an unusual nature will be on a continuing basis. When local situations or circumstances arise which are identified as potentially warranting entitlement to HDP under Appendix A, Sub Chapter S9, FPM Supplement 990-2 a request in letter format must be submitted to the SPMO for review. The SPMO will refer the request to the HDP Committee for evaluation. This committee, in coordination with safety and bioenvironmental personnel, will review the request and file a report with the SPMO. This report will contain a review of the request to determine if the exposure is listed on the schedule contained within the FPM, if the information as provided in Section 3 of this pamphlet is accurate and complete and will contain a recommendation on whether the request should be approved. This committee shall also, at the direction of the SPMO conduct an annual review of all previously established local categories to determine if continued payment for exposure should be authorized. These annual reviews will include coordination of safety and bioenvironmental personnel. The SPMO, under authority delegated by The Adjutant General, will either approve of disapprove additions or deletions to the locally established category listing.

1-12. All requests for the establishment of a locally identified payable HDP category will contain at a minimum, the following information: A description of the work situation; the location(s) of identical work situations; classification and grade levels of technicians performing the work; appropriate technical instructions; all applicable safety directives covering the work situation; safety and/or environmental health report on the work situation; a description of the unusually severe hazard, physical hardship, or working condition; and why it cannot be overcome or eliminated. If the work situation involves an explosive or incendiary device, hazard classification information must also be included. Accident records must be submitted if the HDP category is only payable when the hazard, physical hardship, or working condition of an unusually severe nature has not been practically eliminated by protective devices and/or safety procedures.

SECTION 2 - REQUESTS FOR ADDITIONS TO HDP SCHEDULE

The following format will be used to request additions to the HDP schedule.

a. Category of hazard or working condition.

b. Nature of exposure to show clearly that the hazard or working condition which results from the exposure is of an unusual nature.

c. Degree to which the employee is exposed to the hazard or working condition.

d. Period of time during which the exposure will continue to exist.

e. Degree to which control may be exercised over the hazard or working condition.

f. Rate of HDP recommended to be established.

g. Job title and job number of personnel involved.

SECTION 3 - SCHEDULE OF PAY DIFFERENTIALS

Appendix A of FPM Supplement 990-2, Part 550, Subchapter S9b, is reproduced for the information of all ccncerned:

b. **Regulation.**

APPENDIX A. SCHEDULE OF PAY DIFFERENTIALS AUTHORIZED FOR IRREGULAR OR INTERMITTENT HAZARDOUS DUTY UNDER SUBPART I OF PART 550

Irregular or intermittent duty	*Rate of hazard pay differential*	*Effective date*
Exposure to hazardous weather or terrain:	*Percent*	
(1) *Work in rough and remote terrain.* When working on cliffs, narrow ledges, or near vertical mountainous slopes where a loss of footing would result in serious injury or death, or when working in areas where there is danger of rock falls or avalanches.	25	First pay period beginning after July 1, 1969.
(2) *Traveling under hazardous conditions.* (a) When travel over secondary or unimproved roads to isolated mountain top installations is required at night, or under adverse weather conditions (such as snow, rain, or fog) which limits visibility to less than 100 feet, when there is danger of rock, mud, or snow slides.	25	Do.
(b) When travel in the wintertime, either on foot or by means of vehicle, over secondary or unimproved roads or snow trails, in sparsely settled or isolated areas to isolated installations is required when there is danger of avalanches, or during "white-out" phenomenon which limits visibility to less than 10 feet.	25	Do.
(c) When work or travel in sparsely settled or isolated areas results in exposure to temperatures and/or wind velocity shown to be of considerable danger, or very great danger, on the windchill chart (appendix A–1), and shelter (other than temporary shelter) or assistance is not readily available.	25	Do.
(3) *Snow or ice removal operations.* When participating in snowplowing or snow or ice removal operations, regardless of whether on primary, secondary or other class of roads, when (a) there is danger of avalanche, or (b) there is danger of missing the road and falling down steep mountainous slopes because of lack of snow stakes, "white-out" conditions, or sloping ice-pack covering the snow.	25	Do.
(4) *Water search and rescue operations.* Participating as a member of a water search and rescue team in adverse weather conditions when winds are blowing at 35 m.p.h. (classified as gale winds) or in water search and rescue operations conducted at night.	25	Do.
(5) *Travel on Lake Pontchartrain.* (a) When embarking, disembarking or traveling in small craft (boat) on Lake Pontchartrain when wind direction is from north, northeast, or northwest, and wind velocity is over 15 knots; or	25	Do.
(b) When traveling in small craft, where craft is not radar equipped, on Lake Pontchartrain is necessary due to emergency or unavoidable conditions AND the trip is made in a dense fog under fog run procedures.	25	Do.
(6) *Hazardous boarding or leaving of vessel.* When duties (a), (b), or (c) are performed under adverse conditions of foul weather, or ice, or night and when the sea state is high (3 feet and above):	25	First pay period beginning after May 7, 1970
(a) Boarding or leaving vessels at sea or standing offshore during lightering or personnel transfer operations.		
(b) Boarding, leaving or transferring equipment between small boats or rafts and steep, rocky or coral surrounded shorelines.	25	Do.
(c) Transferring equipment between a small boat and rudimentary dock by improvised or temporary facility such as an unfastened plank leading from boat to dock.	25	Do.
(7) Conducting craft tests to determine seakeeping characteristics of small craft in a seaway when U.S. Storm Warnings normally indicate unsafe seas for a particular size craft.	25	First pay period beginning on or after October 1, 1972

APPENDIX A. SCHEDULE OF PAY DIFFERENTIALS AUTHORIZED FOR IRREGULAR OR INTERMITTENT HAZARDOUS DUTY UNDER SUBPART I OF PART 550—Continued

Irregular or intermittent duty	*Rate of hazard pay differential*	*Effective date*
Exposure to physiological hazards:	*Percent*	
(1)(a) *Pressure chamber subjects.* Participating as a subject in diving research tests which seek to establish limits for safe pressure profiles by working in a pressure chamber simulating diving or, as an observer to the test or as a technician assembling underwater mock-up components for the test, when the observer or technician is exposed to high pressure gas piping systems, gas cylinders, and pumping devices which are susceptible to explosive ruptures.	25	First pay period beginning after July 1, 1969
(b) *Working in pressurized sonar domes.* Performing checkout of sonar system after sonar dome has been pressurized. This may include such duties as changing transducer elements, setting of transducer turntables checking of cables, piping, valves, circuits, underwater telephone, and pressurization plugs.	8	First pay period beginning after February 16, →1975←
(c) *Working in nonpressurized sonar domes that are a part of an underwater system.* Performing certification of pretrial inspections, involving such duties as calibrating, adjusting, and photographing, and photographing equipment, in limited space and with limited egress.	4	Do.
(2) *Simulated altitude chamber subjects/observers.* Participating in simulated altitude studies ranging from 18,000 to 150,000 feet either as subject or as observer exposed to the same conditions as the subject.	25	First pay period beginning after July 1, 1969
(3) *Centrifuge subjects.* Participating as subject in centrifuge studies involving elevated G forces above the level of 5 G's whether or not at reduced atmospheric pressure.	25	Do.
(4) *Rotational flight simulator subject.* Participating as a subject in a rotational flight simulator in studies involving continuous rotation in one axis through 360° or in a combination of any axes through 360° at rotation rates greater than 15 r.p.m. for periods exceeding three minutes.	25	Do.
Exposure to hazardous agents, work with or in close proximity to:		
(1) *Explosive or incendiary materials.* Explosive or incendiary materials which are unstable and highly sensitive.	25	Do.
(2) *At-sea shock and vibration tests.* Arming explosive charges and/or working with, or in close proximity to, explosive armed charges in connection with at-sea shock and vibration tests of naval vessels, machinery, equipment and supplies.	25	Do.
(3) *Toxic chemical materials.* Toxic chemical materials when there is a possibility of leakage or spillage.	25	Do.
(4) *Fire retardant materials tests.* Conducting tests on fire retardant materials when the tests are performed in ventilation restricted rooms where the atmosphere is continuously contaminated by obnoxious odors and smoke which causes irritation to the eyes and respiratory tract.	25	Do.
(5) *Virulent biologicals.* Materials of micro-organic nature which when introduced into the body are likely to cause serious disease or fatality and for which protective devices do not afford complete protection.	25	Do.

APPENDIX A. SCHEDULE OF PAY DIFFERENTIALS AUTHORIZED FOR IRREGULAR OR INTERMITTENT HAZARDOUS DUTY UNDER SUBPART I OF PART 550—Continued

Irregular or intermittent duty	*Rate of hazard pay differential*	*Effective date*
Participating in liquid missile propulsion tests and certain solid propulsion operations:	*Percent*	
(1) *Tanking and detanking.* Tanking or detanking operations of a missile or the test stand "run" bottles with liquid propellants.	25	Do.
(2) *Hoisting a tanked missile.* Hoisting a tanked missile or a solid propellant propulsion system into and/or over the test stand.	25	Do.
(3) *Pressure tests.* Pressure tests on loaded missiles, missile tanks, or run bottles during prefire preparations.	25	Do.
(4) *Test stand tests.* Test stand operations on loaded missiles under environmental conditions where the high or low temperatures could cause a failure of a critical component.	25	Do.
(5) *Disassembly and breakdown.* Disassembly and breakdown of a contaminated missile system or test stand plumbing after test.	25	Do.
(6) *"Go" condition test stand work.* Working on any test stand above the 50-foot level or any stand work while the system is in a "go" condition.	25	Do.
(7) *Arming and dearming propulsion systems.* Arming, dearming or the installation and/or removal of any squib, explosive device, or a component thereof connected to, or part of, any live or potentially expended liquid or solid propulsion system.	25	Do.
(8) *Demolition and destruct tests.* Demolition, hazards classification, or destruct type tests where the specimen is nonstandard and/or unproven and the test techniques do not conform to standard or proven procedures.	25	Do.
Work in fuel storage tanks:		
When inspecting, cleaning or repairing fuel storage tanks where there is no ready access to an exit, under conditions requiring a breathing apparatus because all or part of the oxygen in the atmosphere has been displaced by toxic vapors or gas, and failure of the breathing apparatus would result in serious injury or death within the time required to leave the tank.	25	First pay period beginning after July 1, 1969
Firefighting:		
(1) *Forest and range fires.* Participating as a member of a firefighting crew in fighting forest and range fires on the fireline.	25	Do.
(2) *Equipment, installation, or building fires.* Participating as an emergency member of a firefighting crew in fighting fires of equipment, installations, or buildings.	25	Do.
(3) *In-water under-pier firefighting operations.* Participating in in-water under-pier firefighting operations (involving hazards beyond those normally encountered in firefighting on land, e.g., strong currents, cold water temperature, etc.).	25	Do.
→**Hot work:**		
Working in confined spaces wherein the employee is subject to temperatures in excess of 110 degrees Fahrenheit.	4	First pay period beginning after February 16, 1975←

APPENDIX A. SCHEDULE OF PAY DIFFERENTIALS AUTHORIZED FOR IRREGULAR OR INTERMITTENT HAZARDOUS DUTY UNDER SUBPART I OF PART 550—Continued

Irregular or intermittent duty	*Rate of hazard pay differential*	*Effective date*
Work in open trenches:		
Work in an open trench 15 feet or more deep until proper shoring has been installed.	*Percent* 25	First pay period beginning after July 1, 1969.
Underground work:		
Work underground performed in the construction of tunnels and shafts, and the inspection of such underground construction, until the necessary lining of the shaft or tunnel has eliminated the hazard.	25	Do.
Underwater duty:		
(1) *Submerged submarine or deep research vehicle.* Duty aboard a submarine or deep research vehicle when it submerges.	25	Do.
(2) *Diving.* Diving, including SCUBA (Self-Contained Underwater Breathing Apparatus) diving, required in scientific and engineering pursuits, or search and rescue operations, when: (a) At a depth of 20 feet or more below the surface; or, (b) Visibility is restricted; or, (c) In rapidly flowing or cold water; or, (d) Vertical access to the surface is restricted by ice, rock, or other structure; or, (e) Testing or working with hardware which presents special hazards (such as work with high voltage equipment or work with underwater mockup components in an underwater space simulation study).	25	Do.
Sea duty aboard deep research vessels:		
Participating in sea duty wherein the team member is engaged in handling equipment on or over the side of the vessel when the sea-state is high (12-knot winds and 3-foot waves) and the work is done on deck in relatively unprotected areas.	25	Do.
Collection of aircraft approach and landing environmental data:		
When operating or monitoring camera equipment adjacent to flight deck in the area of maximum hazard during landing sequence while conducting photographic surveys aboard aircraft carriers during periods of heavy aircraft operations.	25	Do.
Experimental landing/recovery equipment tests:		
Participating in tests of experimental or prototype landing and recovery equipment where personnel are required to serve as test subjects in spacecraft being dropped into the sea or laboratory tanks.	25	Do.
Land impact or pad abort of space vehicle:		
Actual participation in dearming and safing explosive ordnance, toxic propellant and high pressure vessels on vehicles that have land impacted or on vehicles on the launch pad that have reached a point in the countdown where no remote means are available for returning the vehicle to a safe condition.	25	Do.
High work:		
Working on any structure of at least 50 feet above the base level, ground, deck, floor, roof, etc., under open conditions, if the structure is unstable or if scaffolding guards or other suitable protective facilities are not used, or if performed under adverse conditions such as snow, sleet, ice on walking surfaces, darkness, lightning, steady rain, or high wind velocity.	25	Do.

APPENDIX A. SCHEDULE OF PAY DIFFERENTIALS AUTHORIZED FOR IRREGULAR OR INTERMITTENT HAZARDOUS DUTY UNDER SUBPART I OF PART 550—Continued

Irregular or intermittent duty	*Rate of hazard pay differential*	*Effective date*
Flying, participating in:	*Percent*	
(1) *Pilot proficiency training.* Flights for pilot proficiency training in aircraft new to the pilot under simulated emergency conditions which parallel conditions encountered in performing flight tests.	25	First pay period beginning after July 1, 1969.
(2) *Delivery of new aircraft for flight testing.* Flights to deliver aircraft which has been prepared for one time flight without being test flown prior to delivery flight.	25	Do.
(3) *Test flights of new, modified, or repaired aircraft.* Test flights of a new or repaired aircraft or modified aircraft when the modification may affect the flight characteristics of the aircraft.	25	Do.
(4) *Reduced gravity—parabolic arc flights—subjects/observers.* Reduced gravity flight testing in an aircraft flying a parabolic flight path and providing a testing environment ranging from weightlessness up through +2 gravity conditions.	25	Do.
(5) *Launch and recovery.* Test flights involving launch and recovery aboard an aircraft carrier.	25	Do.
(6) *Limited control flights.* Flights undertaken under unusual and adverse conditions (such as extreme weather, maximum load or overload, limited visibility, extreme turbulence, or low level flights involving fixed or tactical patterns) which threaten or severly limit control of the aircraft.	25	Do.
(7) *Flight tests of expandable aircraft tires.* Landing to test aircraft tires designed to deflate upon retraction, undertaken to appraise the normal deflate-reinflate cycle and also to evaluate the capability to make a satisfactory landing with the tires deflated.	25	Do.
(8) *Landing and taking-off in polar areas.* Landing in polar areas on unprepared snow or ice surfaces and/or taking off under the same conditions.	25	Do.
Experimental parachute jumps: Participating as a jumper in field exercises to test and evaluate new types of jumping equipment and/or jumping techniques.	25	Do.
Ground work beneath hovering helicopter: Participating in ground operations to attach external load to helicopter hovering just overhead.	25	Do.
→ **Sling-suspended transfers:** When performance of duties requires transfer from a helicopter to a ship via a sling on the end of a steel cable or from a ship to another ship via a chair harness hanging from a high-line between the ships when both vessels are underway.	25	First pay period beginning after Oct. 11, 1969.
Carrier suitability trials aboard aircraft carriers: Participating in carrier suitability trials aboard aircraft carriers when work is performed on the flight deck during launch, recovery, and refueling operations.	25	Do.
Cargo handling during lightering operations: Off-loading of cargo and supplies from surface ships to Landing Craft-Medium (LCM) boats involving exposure not only to falling cargo but such other hazards as shifting cargo within the LCM, swinging cargo hooks, and possibility of falling between the LCM and cargo vessel.←	25	Do.

APPENDIX A. SCHEDULE OF PAY DIFFERENTIALS AUTHORIZED FOR IRREGULAR OR INTERMITTENT HAZARDOUS DUTY UNDER SUBPART I OF PART 550—Continued

Irregular or intermittent duty	*Rate of hazard pay differential*	*Effective date*
	Percent	
→**Working in unsafe structures:** Working within or immediately adjacent to a building or structure which has been severely damaged by earthquake, fire, tornado, flood, or similar cause, when the structure has been declared unsafe by competent technical authority, and when such work is considered necessary for the safety of personnel or recovery of valuable materials or equipment, and the work is authorized by competent authority.	25	First pay period beginning or on after April 11, 1976.←

SECTION 4 - ADMINISTRATION

4-1. HDP will be administered in accordance with NGB Pam 37-105-1 (ARNG) and AF Manual 372A, Vol II (ANG).

4-2. HDP requests for the ANG are initiated in three copies by the first-line supervisor on AF Form 683. Items 1-13 are to be filled in. The first-line supervisor's name and signature will normally appear in items 10 and 11. The second-level or higher supervisor's name and signature will normally appear in item 12. (See Atch 1) HDP requests only, the AF Form 683 heading "REQUEST FOR APPROVAL OF ENVIRONMENTAL DIFFERENTIAL PAY" should be change by "pen and ink" to read REQUEST FOR APPROVAL OF HAZARDOUS DUTY PAY." Items 8 and 9 of the request may reference the category and percentage of differential requested. For GS employees, these may be found in Section 3 of this pamphlet. One copy of the AF Form 683 is held by the initiating unit, and two copies are sent to the SPMO for review.

4-3. Performance of HDP will be reported on The Individual Time and Attendance Report, NGB Form 46, for the ARNG and Time and Attendance Form, AF Form 1278 for ANG.

THE PROPONENT OF THIS REGULATION IS THE OFFICE OF THE ADJUTANT GENERAL OF KANSAS. USERS ARE INVITED TO SEND COMMENTS AND SUGGESTED IMPROVEMENTS TO THE ADJUTANT GENERAL'S DEPARTMENT, MILITARY DIVISION-SPMO, PO BOX C-300, TOPEKA, KANSAS 66601-0300.

FOR THE ADJUTANT GENERAL:

DENNIS L. ELLIOTT
COL, GS, KSARNG
Support Personnel Management Officer

Atch

DISTRIBUTION
1 ea Supervisor

REQUEST FOR APPROVAL OF ~~ENVIRONMENTAL DIFFERENTIAL~~ PAY

REQUEST FOR APPROVAL

1. TO:	2. FROM: *(Supervisor's Organization)*	3. DATE OF REQUEST
AGKS-SPMO	199 AREFG/CES	1 August 1988

POSITION TITLE, SERIES AND GRADE OF ALL POSITIONS AFFECTED	5. POSITION NUMBER(S)
Electrical Engineer GS-2810-10	3450000

4. DESCRIPTION OF WORK SITUATION *(Continue on reverse if additional space is required.)*

Inspection/testing energized electrical lines rated at 4,160 volts or more which are suspended from utility poles or towers, 75 feet high or higher, when adverse weather conditions such as steady rain, high winds, icing, lightning, or similar factors make the work unusually hazardous.

6. DESCRIPTION OF CORRECTIVE ACTION TAKEN TO ELIMINATE OR REDUCE SITUATION *(e.g., if protective clothing, devices or equipment are provided, specify type, etc.) (Continue on reverse if additional space is required.)*

Management attempts to avoid the work situations described above by
(1) deenergizing the electrical lines prior to initiating work, and or by
(2) postponing, when possible, this type of work during adverse weather conditions.
Infrequently an emergency requirement develops that necessitates the above described work be performed during adverse weather conditions and the required response time is not sufficient to deenergize the lines.

SE comment - Above hazard does exist. No practical device/methods are available to eliminate risk for all practical purposes.

SG comment - Concur with SE comments.

7. TITLE OF APPLICABLE CATEGORY REQUESTED	9. DIFFERENTIAL RATE
High Work Subchapter 9, FPM Supplement 990-2, Appendix A b.	25%

8. OFFICIAL AUTHORIZED TO ASSIGN WORK *(Name, title and signature)*

MAJ JOHN BLUESUIT, Chief Civil Engineering

10. OFFICIAL AUTHORIZED TO APPROVE PAYROLL DOCUMENTATION *(Name, title and signature)*

MAJ JOHN BLUESUIT, OIC, Chief Civil Engineering

11. RECOMMENDING OFFICIAL *(Typed name, title and signature)*	13. DATE
GEORGE PITTSON, Lt Col, Deputy Commander for Support	23 August 1988

COORDINATION AND CONCURRENCE

12): *(Check one)*	FROM:	DATE
☒ SE ☒ SG IN TURN	DPC	28 August 1988

The above described hazard, physical hardship and/or working condition of an unusual nature has been reviewed.

OFFICE	NAME AND TITLE OF REVIEWER	SIGNATURE	DATE
SE			30 August 1988 ☒ CONCUR ☐ NONCONCUR
SG			31 August 1988 ☒ CONCUR ☐ NONCONCUR
DPC			26 August 1988 ☒ APPROVE ☐ DISAPPROVE

FINAL DISPOSITION

14): *(Check one)* ☐ SE ☐ SG ☐ ACCOUNTING AND FINANCE ☐ UNION ☐ SUPERVISOR - ACKNOWLEDGE RECEIPT AND RETURN TO DPC AS OFFICE OF RECORD	FROM: DPC	DATE OF FINAL DISPOSITION
		1 September 1988

SAMPLE

SAMPLE

☆ U.S. Government Printing Office: 1981—340-978/734